

Sixth Form Personal and Professional Development – Learning Order 2023-24

Context: Sixth Form students cover a range of Personal and Professional Development topics throughout their A Level and Vocational subjects, however it is also taught in a separate PD lesson, which is delivered once a cycle by form tutors / Sixth Form Leadership Team / guest speakers. Sixth Form students also cover a range of topics in registration, some of which are in line with the whole school awareness calendar. Students are also signposted to podcasts which link with the PD topics and these are tested through weekly quizzes in tutor time, with a tutor group being awarded the Quiz Winner trophy once a term. PD is also delivered through various trips, collapsed days, events, assemblies and rewards events which are outlined below. Please note that based on current affairs, cohort, government initiatives and areas of focus outlined by the DfE, our Pd schedule is tailored carefully each year to ensure that our students get the most up-to-date and relevant information, support and guidance to support their journey into adulthood. Positive affirmations, motivational videos, information, advice and guidance are all shared via Instagram, assemblies, Teams groups, email, professional tutor time, Termly Bulletins to parents, letters where necessary, Student Bulletin (weekly) and the Student Newsletter (an enrichment option for Year 12 students).

TERM 1

September - December (Autumn Term - 7 lessons)

Intent:

Students will be given the opportunity to develop the knowledge, skills and qualities they need to manage their lives, now and in the future. Through a series of in-house lessons and outside speakers students will have an understanding of topics covering their mental, physical and social health. These lessons, alongside fortnightly podcasts, assemblies, and quizzes will ensure students are prepared to manage their current lives and laying the foundations for managing future experiences.

Extension work: students to listen to a podcast a cycle to prepare for 'Thinking Thursday' tutor sessions. Tutor time is spent discussing the podcast and the issues raised which will then feed into the upcoming PD session and quiz.

Year 12 students are taught together in their tutor groups, however based on their area of interest for Post-18 destination, students then break off into three groups so that they can receive specialist targeted support and guidance:

Preparation for Employment (Prep): this is a group who are on a separate programme with Miss Stark (Assistant Head of Sixth Form) which is targeted towards employment, apprenticeships and degree apprenticeships

UCAS: this is a group who remain (mostly) with their tutors and complete their UCAS application, and then sessions on Preparation for University (covering things such as Student Finance, Accommodation and Safety)

Oxbridge / Medics: this is a group (who begin in the January of Year 12) who are led by Mrs Clennett (Head of Sixth Form) to prepare their application, prepare for admission tests and interviews. Mock interviews are carried out by Senior Leaders and subject specialists where necessary

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
14 September	Prep Baseline students' skills and gauge intended destinations	<ul style="list-style-type: none"> - JSR getting to know the group and preferred areas of employment. Skills questionnaire to be completed. - Questionnaire from Future Festival 2023 - 1:1s with JSR (both in this session and across registrations / breaks) 	<ul style="list-style-type: none"> - Results from questionnaire - 1:1 chats used to create intended destinations document and shape the rest of the programme / what JSR shares in terms of live vacancies 	
	Year 12 Organisation and Time Management skills	<ul style="list-style-type: none"> - Students to fill in a 'How organised am I?' questionnaire to promote discussion about effective time management techniques 	<ul style="list-style-type: none"> - Students begin to think about how they will organise the increased workload ks5 brings and 	<ul style="list-style-type: none"> - Questionnaire - PowerPoint - Podcast - https://www.bbc.co.uk/sounds/play/p033k4z3

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
		<ul style="list-style-type: none"> - Students to listen to Power Point about how to be organised and use your time in the Sixth Form effectively - TED talk on procrastination - Discuss what was learned from the Podcast 	<ul style="list-style-type: none"> implement time management strategies. 	
	<p>Year 13 Organisation and Time Management skills</p>	<ul style="list-style-type: none"> - Students to fill in a 'How organised am I?' questionnaire to promote discussion about effective time management techniques - Students to listen to Power Point about how to be organised and use your time in the Sixth Form effectively - TED talk on procrastination - Discuss what was learned from the Podcast 	<ul style="list-style-type: none"> - Students reflect on their past organisation and how to improve it through year 13 - Time management strategies they can implement 	<ul style="list-style-type: none"> - Questionnaire - PowerPoint - Podcast - https://www.bbc.co.uk/sounds/play/p033k4z3
28 September	<p>Prep Students develop interpersonal skills</p>	<ul style="list-style-type: none"> - Effective Communication Workshop (Growth Works volunteer) - Practical tasks (blind folded communication task – interactive, fun and informative) 	<ul style="list-style-type: none"> - Students gain effective communication skills which they demonstrate in the task - Students understand ways to identify different communicators 	<ul style="list-style-type: none"> - Outside speaker from Growth Works
	<p>Year 12 Mental Health</p>	<ul style="list-style-type: none"> - NHS outside speakers give students an awareness of what mental health help is available. This also includes signs to look out for and strategies with how to cope 	<ul style="list-style-type: none"> - Students are equipped to recognise the signs of stress and where they can seek help locally 	<ul style="list-style-type: none"> - Outside speaker NHS Mental Health and Wellbeing Service - Information cards in Sixth Form centre as reminders as to where to access help - https://www.bbc.co.uk/sounds/play/w3ct32wp
	<p>Year 13 Personal Statements</p>	<ul style="list-style-type: none"> - Review of Personal Statement process (using the resources from the Future Festival Booklet) - Hints and tips to outstanding personal statements - Sections of statements both positive and negative 	<ul style="list-style-type: none"> - Students to improve their personal statements - Students able to see more examples of statements and phrases 	<ul style="list-style-type: none"> - Outside speaker - Resources in Future Festival Booklet and SS1 - How To Write Your Undergraduate Personal Statement Undergraduate UCAS
12 October	<p>Prep Students to gain 1-2-1 feedback from employers based on their CVs, talk about the application process to the NHS</p>	<ul style="list-style-type: none"> - Growth Works Lead, school EA, Yealand, RSA and NHS (these change yearly depending on the students' field of interest) - Students to submit CVs in advance to gain valuable feedback - Appointments booked with employers to give constructive feedback 	<ul style="list-style-type: none"> - Students see how important CV is in the process and get specialist advice from industry recruiters - Sessions are tailored around area of interest with specialists within the field 	
	<p>Year 12 Maddox Jones</p>	<ul style="list-style-type: none"> - Students to attend talk/performance by outside speaker covering such issues as mental health and misogyny 	<ul style="list-style-type: none"> - A positive and awareness raising session about looking after yourself and each other and not to be too influenced by media images 	<ul style="list-style-type: none"> - Auditorium - Maddox Jones and support to lead session

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	Year 13 Maddox Jones	<ul style="list-style-type: none"> - Students to attend talk/performance by outside speaker covering such issues as mental health and misogyny <p>Deadline for Personal Statement draft 1 to Professional Tutors</p>	<ul style="list-style-type: none"> - A positive and awareness raising session about looking after yourself and each other and not to be too influenced by media images 	<ul style="list-style-type: none"> - Auditorium - Maddox Jones and support to lead session
19 October	Careers Fair	<ul style="list-style-type: none"> - Various employers, universities and apprenticeship providers on site - Students and parents invited to attend 	<ul style="list-style-type: none"> - Students get to network with employers, universities and apprenticeship providers - Students gain awareness of courses, apprenticeships and employment on offer both locally and nationally 	
2 November	Prep Interview Technique ready for Mock Interviews	<ul style="list-style-type: none"> - Session with a panel who are beaming in (Growth Works Team): Apprentice Recruiters to attend - Top Tips on Interview Dos and Don'ts based on current findings within their industries 	<ul style="list-style-type: none"> - Students prepared for Mock Interviews 	
	Year 12 Kooth	<ul style="list-style-type: none"> - An introduction to all the facilities made available by Kooth and how students can gain help 	<ul style="list-style-type: none"> - Students will be shown how to access Kooth support online and the different help which is offered 	<ul style="list-style-type: none"> - Outside speaker from Kooth who: helps children and young people to feel safe and confident in exploring their concerns and seeking professional support - https://www.bbc.co.uk/sounds/play/b08rg6dl
	Year 13 Personal Statements	<ul style="list-style-type: none"> - Review of personal statement process - Hints and tricks to outstanding personal statements - Example statements both positive and negative 	<ul style="list-style-type: none"> - Students to improve their personal statements based on advice given by tutors - Students able to see more examples of statements and phrases 	<ul style="list-style-type: none"> - Resources in Future Festival Booklet and SS1 - How To Write Your Undergraduate Personal Statement Undergraduate UCAS
16 November	Prep Mock Interview Week - Virtual	<ul style="list-style-type: none"> - Various employers with time slots – students timetabled to attend interviews - N.B this is open to all of Sixth Form to gain interview experience, not just Prep group 	<ul style="list-style-type: none"> - Students experience virtual interviews with real employers - CV and interview feedback given based on performance 	
	Year 12 Finance	<ul style="list-style-type: none"> - Different financial products available - Fraud Awareness & Prevention - General Money Management - Young people and money 	<ul style="list-style-type: none"> - Students to have guidance on specific financial matters. Things to look out for and where to go for advice. 	<ul style="list-style-type: none"> - Outside speaker from HSBC focusing on Different financial products available, Fraud Awareness & Prevention and General Money Management. - https://www.bbc.co.uk/sounds/play/m0018p1x

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
	Year 13 Personal Statement – 1 to 1 sessions with previous students.	<ul style="list-style-type: none"> - Review of personal statement process - Last minute hints and tricks to outstanding personal statements - Example statements both positive and negative 	<ul style="list-style-type: none"> - Students to improve their personal statements - Students able to see more examples of statements and phrases 	<ul style="list-style-type: none"> - Outside speaker - Resources in SS1 - How To Write Your Undergraduate Personal Statement Undergraduate UCAS
30 November	Prep Mock Interview Reflection	<ul style="list-style-type: none"> - Session with JSR - Feedback from Mock Interviews, Skills Gaps to be identified and strategy to fill these gaps 	<ul style="list-style-type: none"> - Reflect on the Interview Process using the Skills Audit as a guide - Complete Skills Audit - Respond to CV feedback 	<ul style="list-style-type: none"> - Booklet provided to do Skills Audit and evaluate performance in mock
	Year 12 BUNAC	<ul style="list-style-type: none"> - An introduction to what is available for students should they decide to take a gap year 	<ul style="list-style-type: none"> - Students made aware of the opportunities available to them by taking a gap year and key points to consider before applying. 	<ul style="list-style-type: none"> - Outside speaker from Bunac
	Year 13 Personal Statements	<ul style="list-style-type: none"> - Review of personal statement process - Hints and tricks to outstanding personal statements - Example statements both positive and negative <p>Final submission deadline for UCAS – pay and send</p>	<ul style="list-style-type: none"> - Students to improve their personal statements - Students able to see more examples of statements and phrases 	<ul style="list-style-type: none"> - Resources in Future Festival Booklet and SS1 - How To Write Your Undergraduate Personal Statement Undergraduate UCAS
14 December	Prep AIM Group to do session regarding levels	<ul style="list-style-type: none"> - Aim Group to present to the group and invite a current apprentice to talk about their experience 	<ul style="list-style-type: none"> - Students to learn about what levels of apprenticeships there are and 	<ul style="list-style-type: none"> - Visiting speaker from Aim Group
	Year 12 Rewards Assembly and/or Christmas Quiz	<ul style="list-style-type: none"> - Assembly to focus on all achievement and success not just academic - Team work to see who knows the most about Christmas! 	<ul style="list-style-type: none"> - A chance to reflect on the Autumn terms achievements and successes - Celebration and relaxation time 	<ul style="list-style-type: none"> - KCL assembly - Year 12 tutors supply questions for different quiz rounds
	Year 13 Mock revision			

TERM 2**January to Easter (Spring Term - 6 lessons)****Year 12 Intent**

This term will include the Young Drivers event. This will give students in Year 12 the opportunity to hear from the police about being a safe driver and the dangers of being a young driver. This session will allow students to gather information on their own personal safety in relation to driving and the impact of drink/drug driving.

We will also welcome back Positively You who will offer hands on, practical advice for the Y12 mocks and how to revise successfully.

Year 13 Intent

This term focusses on next steps. How will they cope with university life? Emphasis to be placed on skills such as budgeting, study skills, cooking, that will be useful for the coming years. This is through a range of in house and outside speakers.

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
11 January	<u>Prep</u> Writing winning application	<ul style="list-style-type: none"> - Session led by JSR in collaboration with Growth Works (this is also open to those who have applied for university but wish to apply for employment / apprenticeships too to keep their options open) 		
	<u>Year 12</u> Young Drivers	<ul style="list-style-type: none"> - Tutors and outside speakers to present a workshop to cover various aspects of safe driving 	<ul style="list-style-type: none"> - To understand the dangers of drink/drug/unsafe driving and what strategies to use when faced with real life situations 	<ul style="list-style-type: none"> - Outside speakers from the Cambridgeshire Constabulary and Peterborough Council
	<u>Year 13</u> Student Finance	<ul style="list-style-type: none"> - Session delivered via form tutors about the Finance available to them and how to apply (follow up support sent to parents too) 	<ul style="list-style-type: none"> - Students gain an awareness about the student finance available to them – how and when to apply 	<ul style="list-style-type: none"> - Student Finance England - UCAS website guidance for students and parents / partners
25 January	<u>Prep</u> Mock Interview round two	<ul style="list-style-type: none"> - Various employers with time slots – students timetabled to attend interviews - N.B this is open to all of Sixth Form to gain interview experience, not just Prep group 	<ul style="list-style-type: none"> - Students experience virtual interviews with real employers - CV and interview feedback given based on performance 	

Date	Intent		Implementation	Impact	AoB/Resources/Speaker etc
	<p>Year 12 Consent and Sexual Health</p>		<ul style="list-style-type: none"> - Overview of chlamydia & gonorrhoea, how to test and treat - Safe condom use, how/where to access free condoms - Information on local sexual health services. 	<ul style="list-style-type: none"> - Students will have an awareness of where sexual health advice is available both online and locally - Also how to reduce the risk of contracting or passing on STI's. 	<ul style="list-style-type: none"> - Outside speaker - Follow up clinic - Posters in Sixth Form centre as reminders as to where to access help - https://www.bbc.co.uk/sounds/play/w3ct32wp
	<p>Year 13 Consent and Sexual Health</p>		<ul style="list-style-type: none"> - Overview of chlamydia & gonorrhoea, how to test and treat - Safe condom use, how/where to access free condoms - Information on local sexual health services. 	<ul style="list-style-type: none"> - Students will have an awareness of where sexual health advice is available both online and locally - Also how to reduce the risk of contracting or passing on STI's. 	<ul style="list-style-type: none"> - Outside speaker - Follow up clinic - Posters in Sixth Form centre as reminders as to where to access help - https://www.bbc.co.uk/sounds/play/w3ct32wp
8 February	<p>Prep Session to tie in with National Apprenticeship Week</p>		<ul style="list-style-type: none"> - Aim Group facilitating a talk from a Level 6 Apprentice <p>Apprenticeship Showcase Evening for students and parents with visitors having 1:1 pre-booked meetings with students and parents</p>	<ul style="list-style-type: none"> - Students get to hear from a real apprentice about their experience and why they chose this option 	<ul style="list-style-type: none"> - Visiting speaker from Aim Group
	<p>Year 12 Revision workshop</p>		<ul style="list-style-type: none"> - Revision workshop 	<ul style="list-style-type: none"> - Students can identify what revision techniques work best for them and progress is then shown through the upcoming mock exams 	<ul style="list-style-type: none"> - A range of hands-on revision techniques presented by 'Positively You' for students to take away and use in the lead up to their mock exams
	<p>Year 13 Study skills -</p>	<p>Overview of different ways to study both now in school for A level/BTEC and in the future, at university</p>	<ul style="list-style-type: none"> - Students learn different ways to learn, revise and research - 	<p>- Powerpoint - Arthur Mellows Village College - Staff Shared\Sixth Form\Professional Development\Preparation for University\Academic Skills</p> <ul style="list-style-type: none"> - 	
29 February	<p>Prep Mock Exam Revision</p>				

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
	Year 12 Individual preparation time for mocks including working on WOOP targets and a personalised revision schedule	<ul style="list-style-type: none"> - Tutors to work with students to talk through what is expected of them in this mock session, to set WOOP targets and to create a personalised timetable for revision 	<ul style="list-style-type: none"> - Students enter their mock exams knowing they have been supported with revision strategies and have achievable WOOP targets to aim for 	<ul style="list-style-type: none"> - WOOP and revision timetable resources
	Year 13 Surviving the First Week	<ul style="list-style-type: none"> - Led by tutors regarding hints and tips for the first week at university including enrolment, registering with a doctor and Freshers Week 	<ul style="list-style-type: none"> - Students gain insight on the things they have coming up in their first week – practical advice and social advice - Students begin to consider timeline for moving out of home and into student accommodation - Links to budgeting 	<ul style="list-style-type: none"> - PowerPoint + a top tips packing list (things to buy)
14 March	Prep Mock Exams			
	Year 12 Individual preparation time for mocks including working on WOOP targets and a personalised revision schedule	<ul style="list-style-type: none"> - Tutors to work with students to talk through what is expected of them in this mock session, to set WOOP targets and to create a personalised timetable for revision 	<ul style="list-style-type: none"> - Students enter their mock exams knowing they have been supported with revision strategies and have achievable WOOP targets to aim for 	<ul style="list-style-type: none"> - WOOP and revision timetable resources
	Year 13 Mock Exams			
28 March	Prep Mock Assessment Centre and Panel Interview	<ul style="list-style-type: none"> - (Bakkavor) – Lead, (Growth Works) and various other employers to facilitate a Mock Assessment Centre - JGI and a Governor been approached to help facilitate a panel for interview 	<ul style="list-style-type: none"> - Students to experience another part of the recruitment process - Individual feedback to be given based on participation 	<ul style="list-style-type: none"> - Assessment Centre Resources provided by Bakkavor, Panel Interviewers
	Year 12 Rewards assembly	<ul style="list-style-type: none"> - Rewards Assembly 	<ul style="list-style-type: none"> - Students are recognised for hard work and effort, not 	<ul style="list-style-type: none"> - KCL to run rewards assembly

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
			just in academic studies but their contribution to sixth form life as a whole.	
	Year 13 Student Cooking	- Session delivered by tutors / Cucina: an overview of shopping and cooking on a budget	- Students able to begin to practice skills they will need when they are moving out of home - Links to budgeting	- PowerPoint

TERM 3**April to July (Summer term-6 lessons)****Year 12 Intent**

Students to begin to think about life after AMVC Sixth Form. Sessions will start to introduce the UCAS application process as well as information on where to find and apply for apprenticeships/future employment. This will aid students in managing future experiences as well making informed decisions about the next stage in their education or career.

This term will also include the Future Festival. This two day (25 and 26 June 2024) event will allow Year 12 students to start to consider life after Sixth Form. Students will hear from universities and experts in CV writing, how to apply for an apprenticeship, team building, budgeting, finance, interview skills. This will be accompanied by first-hand experience sessions with ex AMVC students who went on the follow different career paths.

Students to receive guidance (from our school counsellor) on how to be a good 'Buddy' as we look to roll out the Buddy system for Year 6 Intro Day along with practical tips for working with our new Year 7 students in September.

Students to research independently key topics which are of relevance to the world of a teenager today. Such issues as FSM, LGBTQ+ and Black Lives Matters will be the focus as tutor groups are asked to put together an informative and knowledgeable presentation for the rest of the year group to watch, consider and discuss with real-life relevance. Students should gain an awareness of how to recognise and challenge prejudice and discrimination and where to seek help if needed.

Suggested podcasts - My Favorite Murder · The Mortified *Podcast* · Dear Hank & John · Harry Potter and the Sacred Text · Let's Be Real With Sammy Jaye · Part-Time Genius-Radiolab-Science Friday-The Socially Awkward Podcast-Song Exploder-Stuff you missed in History class-Ted Talks Daily

Year 13 Intent

Students to continue to think about life after AMVC Sixth Form. How will they cope with university life? Emphasis to be placed on skills such as budgeting, study skills, cooking, that will be useful for the coming years. Most of this term will be in the exam period.

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
25 April	<u>Prep</u> Job Search / Applications	- Job search and application	- Individual feedback to be given to students as applications are completed.	
	<u>Year 12</u> BUZZ Topics	- Independent research topics (see longer description above)	- Students to gain a greater understanding of key world events and sharing this information with their peers (these will change depending on areas of focus within the school and year groups – students will be led accordingly)	- IT rooms
	<u>Year 13</u> Personal Safety	- Session led by tutors on personal safety at university	- Students to have guidance on safety aspects of living alone - This will be covering both living in student	- PowerPoint

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
			accommodation and nights out	
9 May	Prep Job Search / Application Process	- Job search and application	- Individual feedback to be given to students as applications are completed.	
	Year 12 BUZZ Topics presentations	- Independent research topics (see longer description above)	- Students to gain a greater understanding of key world events and sharing this information with their peers.	- IT rooms
	Year 13 Budgeting	- Session led by tutors on budgeting independently and costs to consider living alone	- Students to consider how they will budget once they have left home - Budgeting has been covered in previous sessions, but as additions to other subjects, not standalone) - May be used for revision as exams start the following week – student-centred depending on who has early exams	- Budgeting
23 May	Prep June exam season revision	- Revision	- Student to focus on exams which have started already	- SS1 has ideas and resources for revision
	Year 12 Addiction	- External speaker from Change, Grow, Live	- Students are aware of addiction issues and feel knowledgeable with how to deal with these issues/where to get support if needed	- External speaker will talk to students about various forms of addiction, the signs to look out for with regards to addiction and what help is available
	Year 13 June exam season revision	- Revision	- Student to focus on exams which have started already	- SS1 has ideas and resources for revision
13 June	Year 13: Study Leave (the College remains open to students to access the resources in subject areas, lessons / sessions led by staff and resources in R5, SS1 and IT7)			
	Year 12	- 'Getting to know you' games with Year 7 as part of Buddy training	- Students feel confident to meet their new Buddies in September 2024 and how to make a positive impact with those starting life at AMVC	- See Sarah Kamminga resources. A range of resources/ideas for students to use with a small group of Year 7 students in preparation for Buddies in September 2024
27 June	Prep			
	Year 12 Future Festival (see further information below)	- Reflection on Future Festival. Introduction to MOOC and looking at WOOP targets for Year 13	- Students begin to think about y13 and planning for life after Sixth Form	- Future Festival booklet. WOOP target resources.
11 July	Prep			
	Year 12 Sixth Form Peer Advice	- Card writing for the incoming Year 12 students 'Words of Wisdom' plus a reflection on the year	- Students are given the chance to feed forward good advice about subjects and Sixth Form life in	- Tutors

Date	Intent	Implementation	Impact	AoB/Resources/Speaker etc
		Rewards assembly as per the assembly schedule for Year 12	general. Tutor groups reflect on the year and what went well/needs improvement/moving forward.	

Preparation for Employment – Extra events and Networking Mondays

EVENTS

	Intent	Implementation	Impact	AoB
31 October 2023	Enterprise Advisor Recruitment Event	JSR to present the offer at AMVC to perspective EA candidates	<ul style="list-style-type: none"> - Knowledge of the opportunities - Knowledge of possible volunteers to come and help at AMVC 	JSR to implement into work moving forward
6 February 2024	Networking Event with Apprenticeship Providers at AMVC parents, students and staff to come and find out more about offer	JSR to invite employers and allocate timeslots with preferred areas of future career Invites to be sent to parents	Knowledge of the opportunities Knowledge of the application process Chance to put names to applications for employers	JSR to run the event yearly as a link to National Apprenticeships week
25 and 26 June 2024	Futures Festival	Employers and Universities invited to present and speak to year 12 students. 10 sessions throughout the 2 days to give all students a wide range of experiences.	Knowledge of the opportunities available to them.	JSR, KPR, HSH to run the event yearly, building on the success of the previous year.

Key Dates:

Mock Window One – 4 December – 15 December

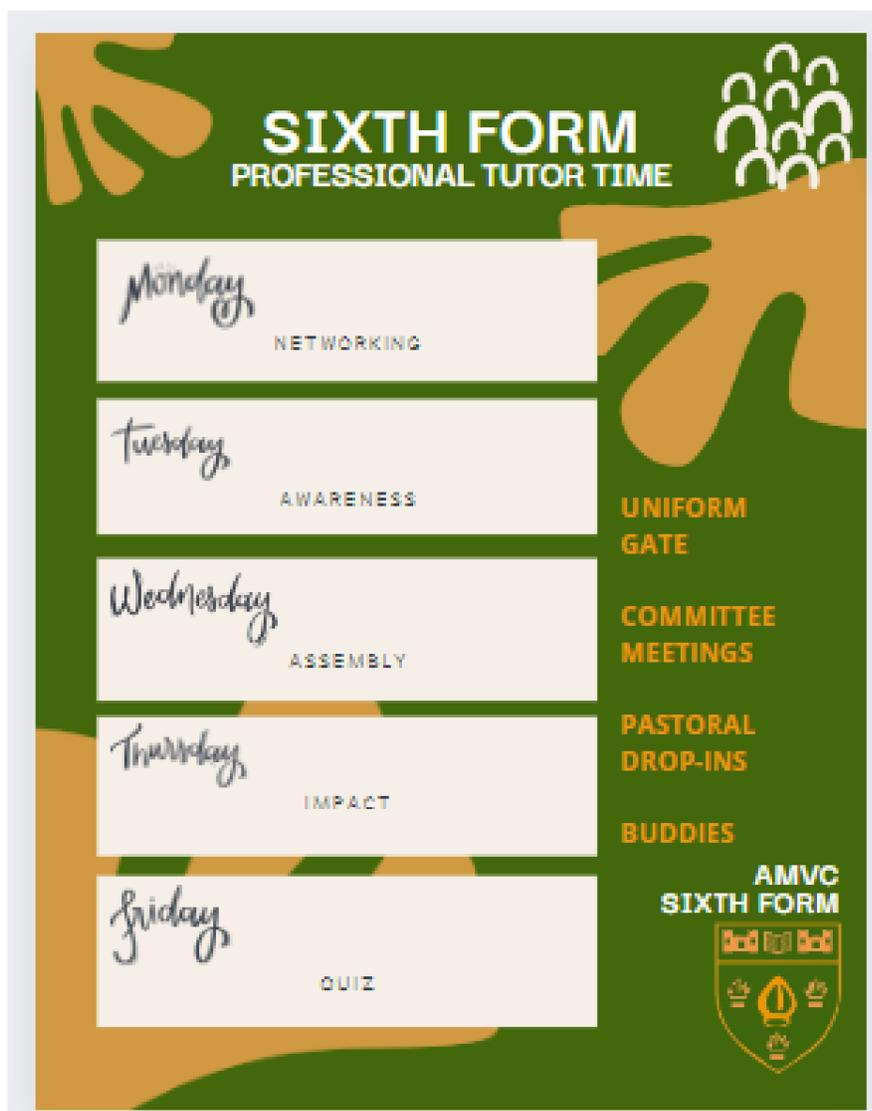
Mock Window Two – 11 March – 28 March

Real Exams – 10 January to 22 January

Monday Networking:

Employers are invited in for some Mondays across the calendar to make students aware of the opportunities within their sector, and how to apply. These are beamed in via Teams in tutor bases.

Date	Speaker
18 September	Yealand
25 September	Bakkavor
2 October	
9 October	University of the Arts
16 October	Sherif Gad Hilton Sherif Gad
Half Term	
30 October	Cross Keys Homes
6 November	UCA
13 November	Kier
20 November	NHS
27 November	Atkins Realis
4 December	Anglian Water
11 December	Army

Registration Outline:

Networking: visiting speaker from an employer / higher education provider about the opportunities, application process and tips

Awareness: whole school awareness focus assembly

Assembly: briefing / updates for Sixth Form. Student / cohort led depending on needs of the cohort

IMPACT: Year 13 1:1s with IMPACT mentors / booklets to support academic achievement. Year 12 Podcasts / theme of the week

Quiz: linked with themes / issues / PD schedule

Other things in registration: pastoral check-ins, Late Gate and Uniform Gate

Collapsed Days:

- Year 12 Safe Driving – Cambridgeshire Constabulary and Peterborough Council
- Year 12 Positively You – Revision Workshops
- Year 12 Future Festival – 2 Day Careers and Higher Education showcase
- Year 12 and prospective Year 11 – Team Building Day (Induction Days)
- Prospective Year 12 – 2 Induction Days (+ 1 extra day for students attending from other schools). The final day involves a Team Building Day with all of Sixth Form

Trips and Visits:

CCF Senior Summer Camp – for those who are part of CCF

CCF Skill at Arm Weekend – for those who are part of CCF

CCF Expeditions – for those who are part of CCF

CCF Christmas Party – for those who are part of CCF

New York / Washington USA Trip - all

Austria Ski Trip – all

UCAS Convention – University of Bedfordshire – all Year 12

King Lear Theatre Trip – English Literature students

Metamorphosis Theatre Trip – Drama and Theatre students

Wales Field Trip – Geography students

Iceland – all

Pinewood Studios – Media and Film Studies students

National Schools and Academies Show – those in Mental Health Action Group

Manor Drive Secondary Academy Assemblies – Committee Members

Manor Drive Secondary Academy School Council Launch – Sixth Form Student Leadership Team

Computer Science in Action – Computer Science students

Science Live (Biology, Chemistry and Physics) – A Level Science students

Milestone Infrastructure Design Challenge – selected students interested in design / architecture

Howdens – select students interested in employment / apprenticeships

Other Initiatives:

- Gold and Silver Card System
- Leadership Hours (30 hours of work experience - voluntary)
- Star of the Fortnight
- Hall of Fame
- Year 13 Buddies Programme with Year 7 Students (training delivered by School Counsellor)
- Mock Election Week
- Sign up for Youth Council Election
- Sixth Form Committees: Environment, Politics, Business, Charity and Social, Sports and Wellbeing, Media and Arts, and Culture and Diversity
- Committee led assemblies to other year groups and across the MAT
- Respect Assemblies – Head Boy and Girl led
- Head Boy and Girl representation at Governor's Meeting
- SILS appointments (Supported Independent Learning Service)
- IMPACT Intervention (Year 13 – all students after Monitoring Point 1)
- SEMH One Page Profiles
- YDP – Boxing and Mind Matters for key students
- Bebras Challenge (Computer Science)
- Maths Challenge

Enrichment Options:

- British Sign Language
- Combined Cadet Force
- Creative Writing
- Duke of Edinburgh
- Extended Project Qualification
- Level 3 Qualification in Sports Leadership
- Managing My Money for Young Adults
- Mentoring

Extra-Curricular:

- Sports Teams
- Access to the gym
- Whole school production
- Bands
- Mental Health Action Group
- Safeguarding Discussion Group
- Committees (outlined above)
- Makaton Club

Support:

Sixth Form Specific:

Mrs Clennett – Head of Sixth Form

Ms Stark – Assistant Head of Sixth Form (Preparation for Employment and 16-19 Bursary Lead)

Ms Sheen – Assistant Head of Sixth Form (Year 13 Lead and UCAS support)

Ms Price – Assistant Head of Sixth Form (Year 12 Lead and Personal / Professional Development oversight)

Mrs Carter – Sixth Form Administrator

Mrs Cox – Pastoral Assistant and Early Help Assessment Coordinator

Mrs Compton – Pastoral Assistant and Silent Study Supervisor

Mrs Barnsley – Pastoral Assistant and Attendance link for Key Stage 5

Miss Adams – Pastoral Assistant and SEND link for Key Stage 5

Mrs Collister – Pastoral Assistant and Silent Study Supervisor

Whole School:

Mrs Kamminga – School Counsellor

Mrs Duffy – Safeguarding Officer

Mrs Kamminga, Mr Phillips, Mr Steele, Mrs Kavanagh, Mrs Giaquinto, Mrs Baxter, Mrs Ward, Mrs Clennett – Designated Safeguarding Leads

Mrs Baxter – SENCo

Ms Levy and Mrs Tott – Young Carers Support